

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Overtime

FROM:

EXTENSION

NO.

DATE

22 OCT 1981

Deputy Director of Finance

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

EO/DDA
7D24 Hqs.

2.

3.

4.

5.

6.

7.

8.

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10.

11.

12.

13.

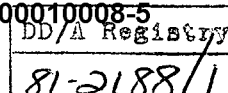
14.

15.

John,

I thought about trying to give you data in terms of hours rather than just dollars. Couldn't do it. The info is available -- at WTC -- and it would take an ODP program and then manual effort to summarize the pay period by pay period information. Hope you don't need the info and won't ask for it. It would take a good deal of effort (and overtime?) to provide some. The new FTE reporting

procedures would handle this matter should the question come up a year from now.



22 OCT 1981

MEMORANDUM FOR: Executive Officer, DDA

FROM:
Deputy Director of Finance

SUBJECT: Overtime

REFERENCE: DCI Memo to DDA dtd. 27 Oct. 81,
Same subject

1. Per your note appended to reference (attached), we provide the requested information on overtime for FY-80 and FY-81.

ORGANIZATIONOVERTIME/HOLIDAY PAY (dollars in thousands)

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2. The FY-80 data was abstracted from the Agency's FY-82 Congressional Budget. FY-81 data was obtained from the Agency's Financial Resources System and reflects obligations as of 30 September 1981.

3. You may wish to include in your response to the DCI comments relative to overtime policy and the authorization procedures prescribed in . The regulations are quite explicit. They prescribe that Deputy Directors or Heads of Independent Offices must authorize overtime worked on a regular basis and that irregular or occasional overtime may be authorized by operating officials, Heads of Independent Offices or other senior officials to whom such authority has been delegated by Deputy Directors.

4. As a matter of interest, total personal services and benefits costs for FY-80 as shown in the FY-82 Congressional Budget totalled . Overtime costs, \$10,845,000 represented but

5. Please advise if we can be of any further assistance.



25X1

Attachment:
Reference

22 OCT 1981

MEMORANDUM FOR: Executive Officer, DDA

25X1 FROM: [REDACTED]
Deputy Director of Finance

SUBJECT: Overtime

REFERENCE: DCI Memo to DDA dtd. 27 Oct. 81,
Same subject

1. Per your note appended to reference (attached), we provide the requested information on overtime for FY-80 and FY-81.

[REDACTED]

25X1

2. The FY-80 data was abstracted from the Agency's FY-82 Congressional Budget. FY-81 data was obtained from the Agency's Financial Resources System and reflects obligations as of 30 September 1981.

3. You may wish to include in your response to the DCI comments relative to overtime policy and the authorization procedures prescribed in [REDACTED]. The regulations are quite explicit. They prescribe that Deputy Directors or Heads of Independent Offices must authorize overtime worked on a regular basis and that irregular or occasional overtime may be authorized by operating officials, Heads of Independent Offices or other senior officials to whom such authority has been delegated by Deputy Directors.

25X1

4. As a matter of interest, total personal services and benefits costs for FY-80 as shown in the FY-82 Congressional Budget totalled [REDACTED]. Overtime costs, \$10,845,000 represented but [REDACTED]

25X1
25X1

5. Please advise if we can be of any further assistance.



25X1

Attachment:
Reference

CONFIDENTIAL

3a

81-2185

2185

REFERENCE

21 October 1981

MEMORANDUM FOR: Deputy Director for Administration
FROM: Director of Central Intelligence
SUBJECT: Overtime

Will you get me a report on use of overtime throughout the Agency, and what efforts have been made to control it and what remains to be done.

Bill
William J. Casey

D/OT: I have a 28 Oct deadline — could your folks furnish me totals of OT for FY-81 and FY-80 — broken down by Directorate (including DCI's area). I would also welcome any other info you may have to offer on this subject which I would include in the report — Need info by 26 Oct.

25X